

GOVERNMENT OF THE DISTRICT OF COLUMBIA
D.C. Department of Human Resources

District Personnel Manual Issuance System

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E-DPM Instruction No. 10-16

SUBJECT: Pay Levels for Executive Service Positions Paid Under the Executive Schedule ("DX Schedule")

Date: August 28, 2009

NOTE: This Electronic-District Personnel Manual (E-DPM) instruction supersedes DPM Instruction No. 10-15, *same subject*, dated June 30, 2009, for the purposes of: (1) adding the following subordinate agencies at the appropriate pay level for the position/agency head: "Office on Asian and Pacific Islander Affairs" (E1), "Office on Ex-Offenders Affairs" (E1), and "Office of Disability Rights" (E3); and (2) changing the agency name and position title of the head of the agency from "Office of Property Management" to "Department of Real Estate Services" (E5) and "Director," respectively.

1. General Provisions

- a. The Executive Schedule ("*DX Schedule*"), which is the basic pay schedule for positions in the Executive Service, is divided into five (5) pay levels: *E1*, *E2*, *E3*, *E4*, and *E5*.
- b. Each pay level has a minimum and maximum salary range, established by the Mayor and subject to Council review and approval by resolution.
- c. A person appointed to a position in the Executive Service shall be appointed at the pay level on the *DX Schedule* designated for that position, and will receive a salary set at any amount within the salary range determined to be appropriate.
- d. In accordance with section 1001.2 of Chapter 10 of the D.C. personnel regulations, Executive Service, the Director of the D.C. Department of Human Resources (DCHR) is responsible for providing relevant criteria for consideration by the Mayor in designating the appropriate pay level within the *DX Schedule* for each Executive Service position. The criteria must include but is not limited to the following:
 - (1) Agency budget characteristics;

Note: *E-DPM instructions that are strictly procedural in nature have direct applicability only to agencies and employees under the personnel authority of the Mayor. Other personnel authorities or independent agencies may adopt any or all these procedures or guidance materials for agencies and employees under their respective jurisdictions.*

Inquiries: Compensation and Classification Administration, DCHR (202) 442-9700

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- (2) Agency workforce characteristics;
- (3) Complexity of agency mission and functions; and
- (4) Desired qualifications for or the impact of the person on the position.

2. Pay Levels

Based on the criteria referenced in paragraph 1 (d) above, the pay levels within the *DX Schedule* designated by the Mayor for Executive Service positions as of the date of this E-DPM instruction are as follows:

PAY LEVEL: E1
SALARY RANGE: \$85,284 – \$127,926

AGENCY	POSITION TITLE
Commission on the Arts and Humanities	Executive Director
Office on Latino Affairs	Director
Office on African Affairs	Executive Director
Office of Asian & Pacific Islander	Executive Director
Office on Ex-Offender Affairs	Executive Director

PAY LEVEL: E2
SALARY RANGE: \$92,746 – \$139,056

AGENCY	POSITION TITLE
Office of the Secretary of the District of Columbia	Secretary of the District of Columbia
District of Columbia Office of Cable Television	Director
Department of Small and Local Business Development	Director
Office of Human Rights	Director

PAY LEVEL: *E3*
SALARY RANGE: \$100,848 – \$151,081

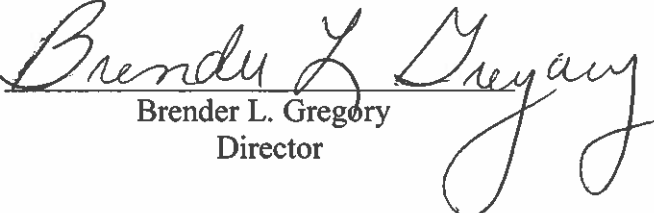
AGENCY	POSITION TITLE
Homeland Security and Emergency Management Agency	Director
Office on Aging	Director
Office of Disability Rights	Director
Office of Risk Management	Chief Risk Officer

PAY LEVEL: *E4*
SALARY RANGE: \$109,590 – \$164,129

AGENCY	POSITION TITLE
Office of Planning	Director
D.C. Department of Human Resources	Director
Office of Contracting and Procurement	Chief Procurement Officer
Department of Consumer and Regulatory Affairs	Director
Department of Motor Vehicles	Director
Department of Parks and Recreation	Director
Department of Housing and Community Development	Director
Department of Employment Services	Director
Office of Unified Communications	Director
District Department of the Environment	Director

PAY LEVEL: E5
SALARY RANGE: \$118,651 – \$179,096

AGENCY	POSITION TITLE
Office of the Chief Medical Examiner	Chief Medical Examiner
Office of the Chief Technology Officer	Chief Technology Officer
Department of Real Estate Services	Director
Office of the Attorney General for the District of Columbia	Attorney General for the District of Columbia
Department of Corrections	Director
Department of Public Works	Director
Department of Human Services	Director
Department of Health	Director
Department of Mental Health	Director
Child and Family Services Agency	Director
Department of Insurance, Securities and Banking	Commissioner
Department of Youth Rehabilitation Services	Director
District Department of Transportation	Director
Department on Disability Services	Director
Health Care Finance Department	Director


 Brender L. Gregory
 Director